



News & Updates

FROM THE COMPUTER ROOM

NOTICE TO TECHNICIANS CALLING THE OPERATIONS CENTER

Technicians, when you call the operations center and request to have a machine "moved in" with a board change please let the operators know if the machine board change is due to a partial sale. This will help the Lottery operators keep all databases up-to-date with the correct information. If you are unsure if the machine is new to the operator please check. This will allow for efficiencies in the department and better service to you when you call in.

NEWS YOU CAN USE TO OPERATE BETTER

OPERATORS: LOG BOOKS REQUIRED TO BE MAINTAINED

Please check your locations and remind your staff that log books must be maintained every time a machine is opened. If you are out of log books please call the Lottery office and request some. In accordance with rule **48:02:10:07**, there must be a log book in every machine. **Maintenance log forms are required.** A written maintenance log shall be kept in each video lottery machine located within the main cabinet access area. Every person, including lottery personnel, who gains entry into any internal space of a video lottery machine must sign the log, indicate the time and date of entry, indicate the mechanical meter readings, and list the areas inspected or repaired. The maintenance log forms must be obtained through the lottery and retained by operators for a period of three years from the date of the last entry. The maintenance logs must be available for inspection by the lottery upon request.

AUDIT TICKETS

After destruction is completed, please make sure the original audit tickets accompany the final destruction form that has been filled out and signed by the Inspector. It is important that the original audit ticket is sent to Lottery because many times the copy that is emailed or faxed to the Lottery office isn't readable.

SEPT. 17, 2015 COMMISSION MEETING

The South Dakota Lottery held a Commission Meeting on Thursday, Sept. 17, 2015. [Audio](#) of the meeting is available as well as the [meeting packet](#). Check the [website](#) for updates on Commission meetings.

2015 LOTTERY COMMISSION MEETINGS

Thurs., Dec. 10
10:00 AM

OPERATORS & TECHNICIANS

Be sure your paperwork for [board changes](#) and [movements](#) includes an Audit ticket and can be e-mailed to VideoLottery@state.sd.us.

QUICK LINKS

lottery.sd.gov

[Video Lottery](#)

[Retailer/License Info](#)

[Where Does the Money Go?](#)

E-STATEMENTS: WE GO PAPERLESS OCTOBER 1, 2015

The South Dakota Lottery is moving towards providing video lottery e-statements to all operators. Operators will be accessing their video lottery billing statements electronically instead of receiving paper copies in the mail. You will continue to receive paper copies of your billing statements until October 1, 2015. You will not be receiving paper copies of your billing statements after that date. Contact Robyn Seibel at Robyn.Seibel@state.sd.us with any questions.



VIDEO LOTTERY MARKETING



HAVE A BIG WINNER? SPREAD THE NEWS!

High fives, a round of beers, a big tip for the cashier. Video lottery winners celebrate their success in a variety of ways. You can celebrate it, too, by letting other players know that big wins are happening in your casino. While statements like "hottest machines in town" are misleading, factual statements like "We paid a \$1,000 winner

on Crazy Keno!" are not only acceptable, they're great marketing. Ask the winner if you can use their name and get a picture and if they agree, make sure you get their permission in writing and make it clear to them how and where the information will be used. Consider posting the good news on your signage, marquees or social media. And if you send it to Jennifer Baker at jennifer.baker@state.sd.us, we'll share it on our Lottery Facebook and Twitter feeds as well.

OTHER INFORMATION

STATS FROM THE FIELD

As of Sept. 25, 2015, 814 MCD's have been installed and 2,538 line game machines are in operation statewide.

Newsletter Archives

For past newsletter issues, email Jennifer Baker at jennifer.baker@state.sd.us

Stay Connected



PLANNING A PROMOTION?



Order **FREE**
video lottery
merchandise for
giveaways and prizes

Click the T-Shirt
Image above to view
more product
photos on the
order form